

CITY OF HAYWARD

AGENDA REPORT

AGENDA DATE 03/12/02

AGENDA ITEM 5

WORK SESSION ITEM

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Police Building Youth and Family Services Bureau (YFSB) Addition:
Authorization to Execute a Professional Services Agreement and to Appropriate
Capital Improvement Funds

RECOMMENDATION:

It is recommended that the City Council adopt the attached resolutions that:

1. Authorize the City Manager to execute a professional services agreement with MWM, Architects for an amount not to exceed \$55,000; and
2. Appropriate \$300,000 in the Capital Improvement Fund to the Police Building Youth and Family Services Bureau Addition project.

BACKGROUND:

The Youth and Family Services Bureau (YFSB) suffers from inadequate space. With the assistance of Assemblymember Ellen Corbett, the proposed state budget included some \$500,000 to fund an expansion of space for YFSB. However, owing to the state's overall fiscal condition, this amount was subsequently reduced to \$300,000. In spite of this reduction, staff proposes to proceed with the expansion project, as it enables local funds to be leveraged in a significant way. Said differently, for every local dollar, the City is utilizing nearly three dollars from the state.

This project will expand the Police Building by approximately 1950 square feet on the easterly side. The project will provide space for four Counselors, one Director, two Records Clerks, six School Resource Officers (SRO), two Drug Awareness Resistance Education (DARE) Officers, and one Gang Prevention Officer. A new, handicapped-accessible bathroom facility will be included. Relocation of the first floor YFSB administration area will create a conference room that will be much more accessible than the limited conference room space on the second floor.

On September 5, 2000, the City Council authorized a Professional Services agreement with MWM Architects to provide professional design services for the Police Building Communication Center and Lobby Expansion project. Because of the similarity of the two projects and the architect's familiarity with the Police Department and the City's requirements, staff requests authorization to execute a professional services agreement with MWM Architects

for the YFSB Addition design, not to exceed \$55,000. Three out of four of the MWM subconsultants are certified as either DBE or WBE; their work consists of 39 percent of the total design fee.

PROJECT COST:

Estimated project costs are as follows:

Construction	\$ 330,000
Consultant Design and Construction Support	55,000
Design Administration	20,000
Construction Inspection and Administration	15,000
Total	<u>\$ 420,000</u>

FUNDING:

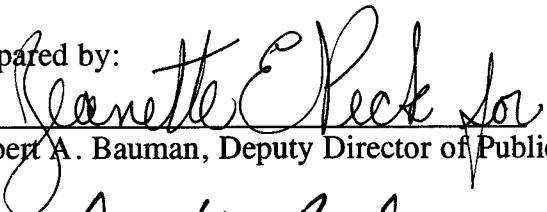
At this time, an appropriation of \$300,000 in the Capital Improvement Fund to the Police Building YFSB Addition is necessary. The \$300,000 State grant has been received and will be transferred to the Capital Improvement Fund, for this project. Additional funding will be included in the 2002-03 Capital Improvement Program for the Council's consideration.

SCHEDULE:

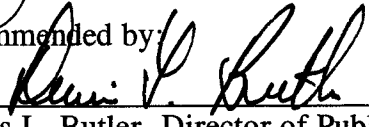
The following schedule has been developed for this project:

Begin Design	March 18, 2002
Advertise for Bids	October 15, 2002
Open Bids	November 12, 2002
Award Construction Contract	December 10, 2002
Begin Construction	January 7, 2003
Complete Construction	August 11, 2003


Prepared by:


Robert A. Bauman, Deputy Director of Public Works

Recommended by:


Dennis L. Butler, Director of Public Works

Approved by:


Jesús Armas, City Manager

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

**RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXECUTE AN AGREEMENT BETWEEN THE CITY
OF HAYWARD AND MWM, ARCHITECTS FOR
PROFESSIONAL DESIGN SERVICES FOR THE POLICE
BUILDING YOUTH AND FAMILY SERVICES BUREAU
ADDITION**

BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to execute on behalf of the City of Hayward an agreement with MWM, Architects, for professional design services for the Police Building Youth and Family Services Bureau Addition, in an amount not to exceed \$55,000, in a form to be approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2002

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

HAYWARD CITY COUNCIL

Introduced by Council Member _____

BE IT RESOLVED that Resolution No. 01-097, as amended, the Budget Resolution for Capital Projects for fiscal year 2001-02, is hereby amended by approving an appropriation of \$300,000 from the Capital Improvement Fund, Fund 410 to the Police Building Youth and Family Services Bureau (YFSB) Addition Project, Project No.6901.

City Attorney of the City of Hayward